

2. STATE SALES PROJECT

2.1 Process for Approval (Revised 5/03)

A letter of invitation to attend the selection meeting will be sent to the vendors on the State DECA mailing list and any other vendors who have expressed an interest in being state-approved during the previous school year. This letter will specify the information that each vendor must have available for the selection committee at the meeting. The letter will also explain the reporting process that selected vendors must follow in reporting sales and royalties.

2.2 Selection Committee (Revised 6/05)

The selection committee is appointed by the DECA Board of Directors. This committee will discuss each company's products and the services offered in order to select the sales companies that will be state-approved for the coming year.

2.3 Criteria for Evaluating Sales Companies

The selection committee will take the following factors into consideration when evaluating a company and its products:

1. product size, selection and quality
2. distribution methods and minimum order requirements
3. product cost to the chapter
4. suggested retail cost
5. profit to the chapter
6. royalty to the state association and how the royalty is determined
7. record-keeping and reporting
8. length of time the company has been in business
9. references
10. service representatives

2.4 Product Categories (Revised 12/94)

The selection committee will approve up to four companies for fundraising.

2.5 Approved Company Reporting Procedures

Each sales company approved by the selection committee will be required to adhere to the guidelines set by the State DECA Advisor concerning accountability of state royalties.

2.6 Minimums for Support (Revised 7/06)

In order to qualify for state support at the State Career Development Conference, each chapter participating in a state-

approved fund raising project must have total sales of at least \$30 per DECA member, per the chapter roster as of **February 8**. For support at the International CDC, a chapter's sales project must be on record with the State Advisor as of **March 8**. Any chapter that fails to pay the vendor's invoice in the timeframe required will owe Missouri DECA the difference between State CDC state-supported registration and non state-supported registration. If a state-supported stipend is used for ICDC, that amount will need to be reimbursed to Missouri DECA.

2.7 Quotas for Schools Unable to Participate in Sales Projects (Revised 6/01)

A chapter that is unable to participate in state-approved sales projects due to local school policy may receive the benefits of supported chapters by sending \$3.00 per student per the chapter's roster to the State Advisor. Deadlines are **February 8** for State CDC and **March 8** for International CDC. The chapter must submit a letter from the school's principal stating that student organizations are not allowed to participate in sales projects.

2.8 Use of Funds

The money earned from the sales projects allows Missouri DECA to:

1. keep a high quality State CDC while keeping student expenses to a minimum
2. support State Officer and District Advisor activities
3. support district activities
4. provide for student financial support to the International CDC
5. maintain a scholarship fund

2.9 Benefits to Supported Chapters

The benefits to supported chapters are as follows:

1. support for delegates to the International DECA CDC
2. reduced student rate at State CDC

2.10 Quotas for Schools Not Participating in Sales Projects (Revised 6/01)

A chapter that elects not to participate in state-approved sales projects may receive the benefits of supported chapters by sending \$5.00 per student per the chapter's roster to the State Advisor. Deadlines are **February 8** for State CDC and **March 8** for International CDC.